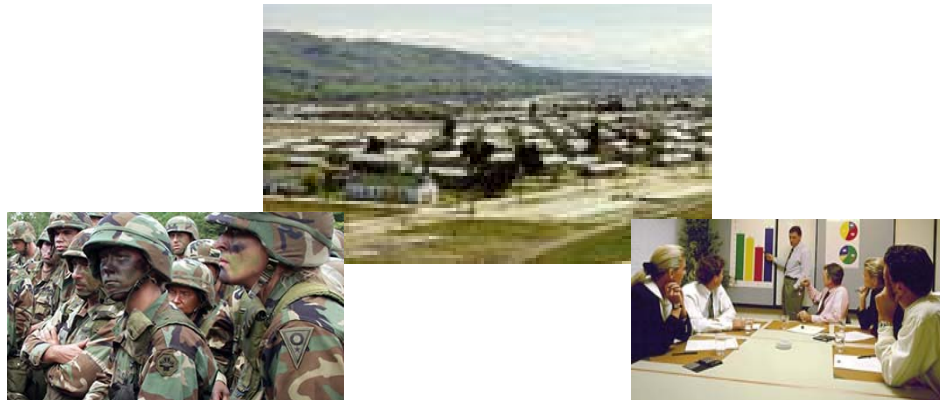# ARMY STATIONING AND INSTALLATION PLAN (ASIP)

Personnel by Unit by Location for POM Period

2005 Training for IMA Regions, USAR, Division, and Installations
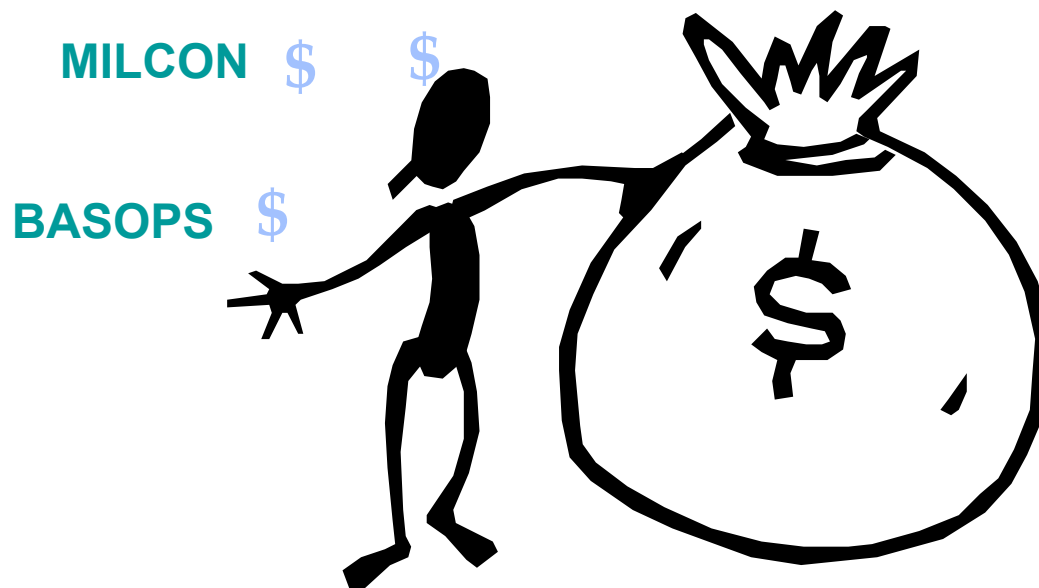
Class Agenda

1. Understanding the ASIP
2. Overview of the ASIP Year
3. Year-Round Tasks
4. Preparing for the Edit Cycle
5. The ASIP Edit Cycle
6. Certification
7. After the ASIP Lock
8. Future Issues
9. Recap
10. Hands-on Training

Understanding the ASIP

MILCON $ $

BASOPS $

Understanding the ASIP

1. ASIP in the OACSIM Enterprise

2. What information is in the ASIP?

3. Where can I find ASIP Information?

4. How is the ASIP created?

5. How is the ASIP maintained?

6. Where do I go for help?

What is the ASIP?

The official Department of the Army database that reflects the authorized planning population for Army Installations. (Paragraph 1-1, AR 5-18)

ASIP provides installation population to all OACSIM systems and is the basis for developing Base Operations (BASOPS) and Military Construction (MILCON) requirements.

Acronyms Used in the OACSIM Enterprise

ASIP – Army Stationing and Installations Plan
AIM-HI – Army Installation Management - Headquarters Information
BASOPS – Base Operations
DoD – Department of Defense
EIS – Enterprise Information System
FAS – Facilities Analysis Services
IFS – Integrated Facilities System
ISR – Installation Status Report
MILCON – Military Construction
OACSIM – Office Assistant Chief Staff Installation Management
OSD FSM – Office of the Secretary of Defense Facilities Sustainment Model
POM – Program Objective Memorandum (Army Budget input to DoD)
Pop – Population
PRIDE – Planning Resource for Infrastructure Development and Evaluation (Army National Guard RPI System)
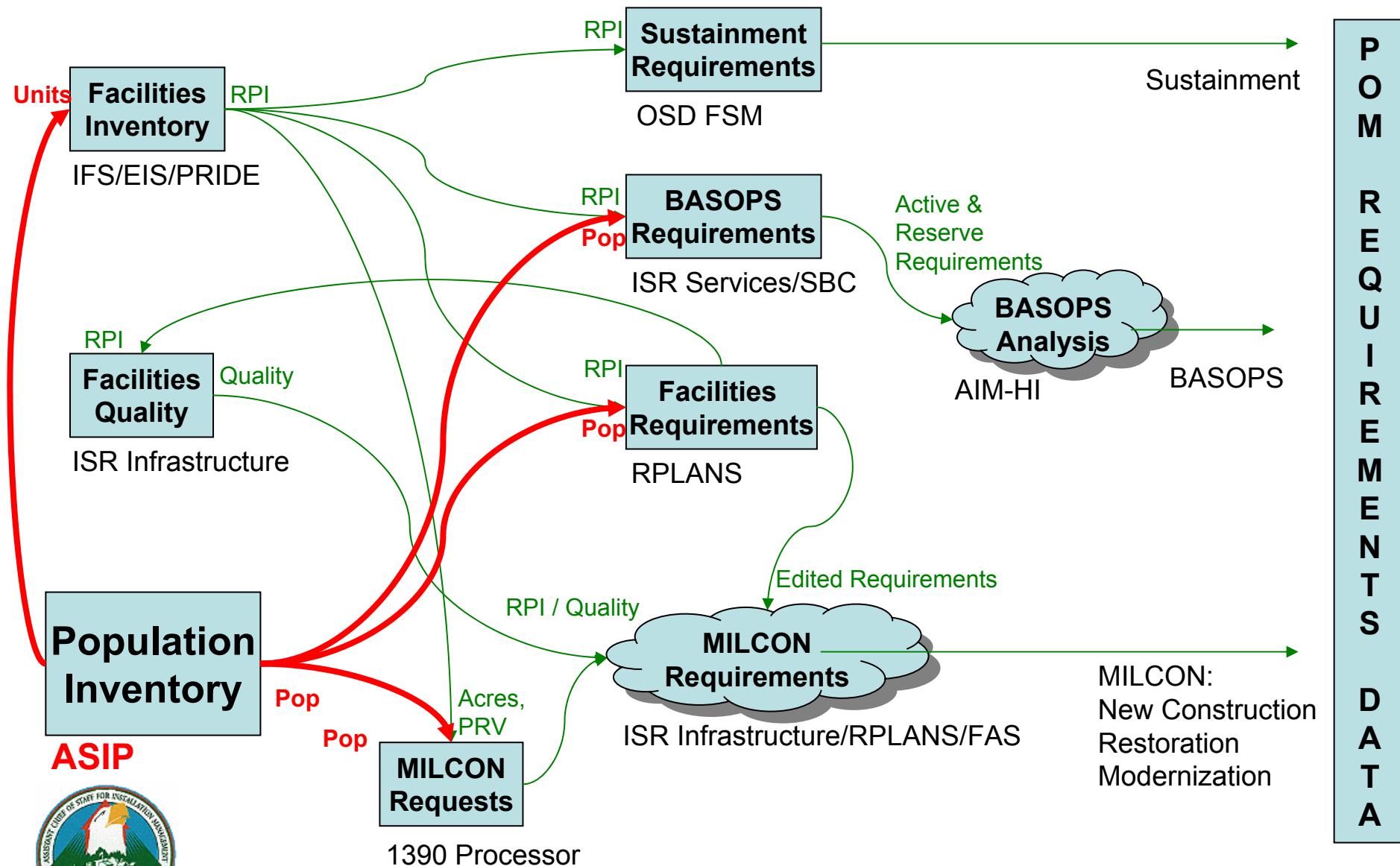PRV – Plant Replacement Value
RPI – Real Property Inventory
RPLANS – Real Property Planning and Analysis System
SBC – Service Based Costing

ASIP in the OACSIM Enterprise (Functional Chart)

Units → **Facilities Inventory**
IFS/EIS/PRIDE

RPI → **Sustainment Requirements**
OSD FSM → Sustainment

RPI / **Pop** → **BASOPS Requirements**
ISR Services/SBC

Active & Reserve Requirements → **BASOPS Analysis**
AIM-HI → BASOPS

RPI → **Facilities Quality**
ISR Infrastructure
Quality

RPI / **Pop** → **Facilities Requirements**
RPLANS

Population Inventory
ASIP
Pop / **Pop** → **MILCON Requests**
1390 Processor
Acres, PRV

RPI / Quality → **MILCON Requirements**
ISR Infrastructure/RPLANS/FAS

Edited Requirements

MILCON: New Construction Restoration Modernization

POM REQUIREMENTS DATA

The ASIP . . .

- **Documents Composition and Location of Authorized Army Forces Worldwide**
  - ⊠ **Seven Year Window**

- **Is Consistent with Approved and Documented Army Force Levels**
  - ⊠ **Comes from Official Army Sources**

- **Captures Other Tenant Activities (on Army Installations) ***

- **Captures Transient and Training loads on Army installations***

* Army's Only Source

The ASIP Provides . . .

- **A Consistent Look** at Forces to be Supported

- **Visibility** to Potential Planning Issues

- **An Audit Trail** to Official Army Force Planning/ Documentation

- **A Feedback Loop** to help correct Force Structure Discrepancies
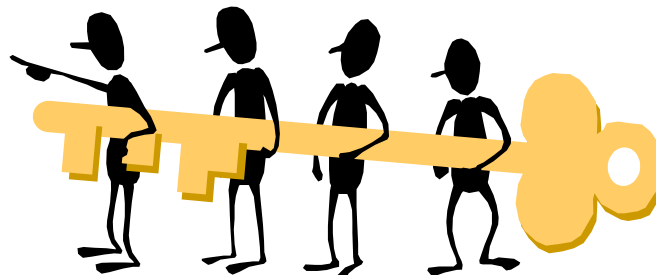
The Key

ASIP Users Include . . .

- OACSIM
- Installation Management Agency (ACSIM – IMA)
- Army Staff (ARSTAF)
- Army Major Commands (MACOM)
- Total Army Basing Study (TABS)-(BRAC)
- Reserve Components (RC - USAR and ARNG)

- Department of Defense (DoD)
- Army Secretariat/Army Audit Agency (AAA)
- General Accounting Office (GAO)
- etc..

Note: There are over 1500 registered users with 350 of them being from OACSIM/IMA .
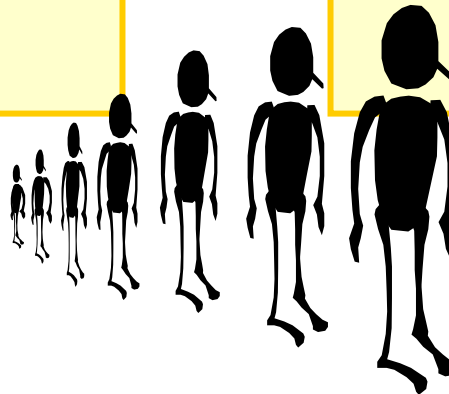
What Information is in the ASIP?

Acronyms Used in ASIP

AGR – Active Guard/Reserve
AIT – Advanced Individual Training
ATRRS – Army Training Requirements and Resources System
BT – Basic Training
FTS – Full Time Support
KATUSA – Korean Augmentees to the United States Army
MTOE – Modification Table of Organization and Equipment
OSUT – One Station Unit Training
PCS –Permanent Change of Station
RC – Reserve Component
TDA – Table of Distribution and Allowances
TDA AUG – TDA Augmentations to MTOE
TDY – Temporary Duty
TOTA – Tenants Other Than Army
UIC – Unit Identification Code
USACE – US Army Corps of Engineers

Units, Organizations, and Loads in ASIP

- **Army Units / Organizations**
  - Active Army, US Army Reserve, Army National Guard
  - MTOE, TDA, and TDA Augmentations to MTOE

- **Army School Loads**
  - PCS, TDY, Trainees, Reception Loads

- **Special Army Populations**
  - Non-Additive Authorizations, RC Full-time Support, AGR
  - Rotational Loads at Army Training Centers

- **Tenants Other than Army**
  - Contractors, Other Services, DoD Agencies, KATUSA, USACE Civil Works, Commercial Activities

- **Below the Line Numbers**
  - RC Training Loads, Other Surrounding Population

How ASIP Populations are Counted

MTOE, TDA, TDA Aug	Authorizations
Students – (PCS, TDY)	Student Loads
Trainees – BT, OSUT, Receptees	Billet Load
Tenants Other Than Army - TOTA	Full-Time Equivalent / Single Shift Equivalent
Non-Additive Authorizations (TDA)	Authorizations
Full-Time Support / AGR	Actual
KATUSA	Actual
USACE Civil Works	Military – Authorizations Civilian - Actual
RC Training Loads (Below the Line)	Peak Load Calculations
Other Surrounding Population (Below the Line)	Actual

What are UICs?

The Unit Identification Code (UIC) is a unique six character code assigned to each organization in DOD

Non DOD units on Army installations are assigned UICs by the local ASIP Manager

DOD Joint Pub 1-03.3 Joint Reporting Structure Status Of Resources and Training System (SORTS) is the Regulatory Requirement for DOD UICs

How do you read an Army UIC?

- 1st Position = W (Army), I (Army Students)
- 2nd Position = Alpha (MTOE), Numeric (TDA), "N" (Multi-Compo)
- 3rd - 4th Position = With 2nd, Form Unique Unit Identifier
- 5th – 6th Position = Parent (AA)/Derivative

Examples: MTOE = WH8PAA, WH8PA0
                 Multi-Compo TOE = WNAVX1
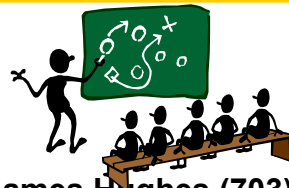   TDA = W4RCAA, W4RC01
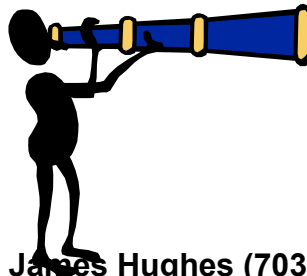
ATRRS School UICs (School Codes)

- 1st Position = I (Army Students)
- 2nd, 3rd, 4th Position = Form Unique Unit Identifier. This is the ATRRS School Code
- 5th – 6th Position = Indicate BT, AIT, OSUT, PCS, TDY, Reception Load

Examples:
  BT: I809/B
  AIT: I809/T
  OSUT: I809/S
  PCS: I071/P
  TDY: I071/Y
  Reception Load: I809/R

Tenants Other Than Army (TOTA)

- **Non-DOD**
- **Created by ASIP Manager**
- **UIC is suggested by ASIP system**

Special Characters used in TOTA UICs:

$ = Commercial Activities (Bank)

@ = Contractors and Concessionaires

! = Other Federal Government

= Private Organizations

* = State and Local Governments

How do you read a TOTA?

- 1st Position = special character.
- 2nd – 4th Position = comes from supporting unit of garrison or ASIP Manager on base
- 5th - 6th Position = Unique serial number

Examples:　　　Banks = $ABC01, $XYZ02
　　　　　　　Contractors = @4RC01, @H8P02
　　　　　　　State and Local Government = *8A603

Note: The TOTA uic may support a MTOE or TDA. If so, use the undes (unit description) field of the TOTA record to indicate it. Ex. Contractor @4RC01 may support the TDA unit W4RC01.

First Characters for TOTA

Type	Name	1st char position
AAFES	Army and Air Force Exchange Service	! or 1
AFRC	Armed Forces Recreation Center	!
AIR FORCE	Air Force unit	! or F
BANK	Community Bank	$
COAST GUARD	Coast Guard unit	! or C
COLLEGE	College extension	#
CONCESSION	AAFES or other concessionaire	$
CONTRACTORS	Government Contractors	@
CREDIT UNION	Community Credit Union	$
DLA	Defense Logistics Agency	! or D
DOD AGY	Other DOD Agency	!
FOREIGN GVT	Element of a Foreign Government or Foreign military unit	!
KATUSA	Korean Augmentation to U.S. Army	W
MARINE CORPS	Marine Corps unit	! or M
NAVY	Naval unit	! or N
NON-APPROPRIATED FUND	Any NAF activity	! or X
OTHER ACTIVS	All other organizations not covered in this list	!
POSTAL	U.S. Postal service organization	!
RED CROSS	Red Cross office	#
ST/LOCAL GVT	State or Local Government	*
STARS AND STRIPES	Stars and Stripes Newspaper or bookstore	!
TRAVEL OFC	Travel Office	!
US GOVT OTH	Other U.S. Federal Government	!
USO	United Services Organization	#
UTILITIES	Electrical, Telephone, or other utility organization	$

DOD UICs (Obtained from tenant units)

- Navy: N12345
- Marine Corps: M12345
- Coast Guard C12345
- Air Force: FXXX
  - Alphnumeric
  - Air Force units my give 6 or 8 digit UICs. Use the last 4 digits, that being the unique unit identifier
- DOD: XXXXXX
  - Alphanumeric
- AAFES: 99999 (Store Code)

Air Force   Navy   Marine Corps   Coast Guard
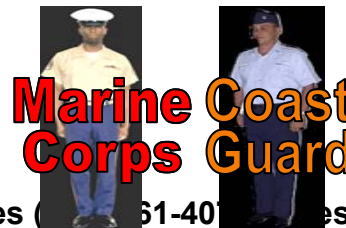
Decremented Units (MTOE) - Example

- The ASIP is a zero-sum game! If all Authorizations are represented in derivatives, the parent shows zero strength!
- Most MTOE parents show zero strength

WA0CAA – 91st EN BN HVY DIV	(0 Strength)
WA0CA0 - Co A	90
WA0CB0 - Co B	90
WA0CC0 - Co C	90
WA0CT0 - HHC	67

Decremented Units (TDA) - Example

- Most TDA parents do not show zero strength
- Many TDAs include Non-Additive Authorizations

	Strength
W1DCAA - Garrison Ft Dix	574
W1DC03 - Kelly Spt Ctr	61
W1DC04 - DRAFTA	73
W1DC05 - Ft Dix DOIM	3
W1DCN2 - ARNG AGR	2
W1DCN3 - USAR AGR	12
W1DCNA - NONADD	5

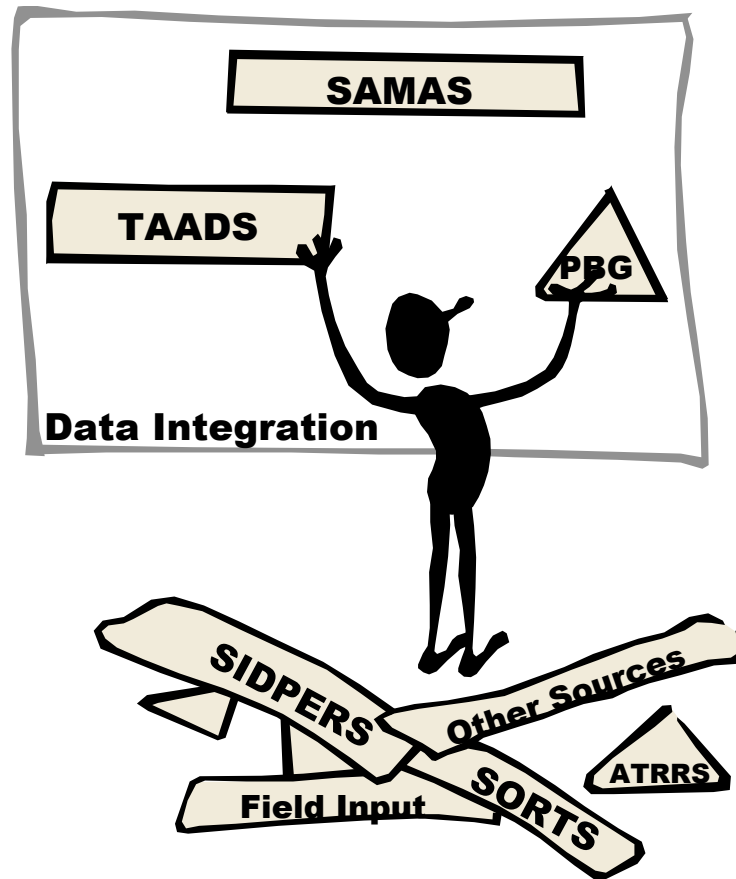# Multi-Component Units

- Multi-component units are composed of active Army and ARNG and/or USAR soldiers
- They are identified by the letter "N" in the second position of the UIC
- Fifth position is: X = Active Army   G = National Guard
                           R = Army Reserve
- In 2005, many multi-compo units were inactivated or converted back to pure AC units.

How is the ASIP Created?

Acronyms Used in ASIP Data Integration

ARLOC – Army Location
ARNG – Army National Guard
AT – Annual Training
ATRRS – Army Training Requirements and Resources System
CCSA – Command and Control Support Agency
DCPDS – Defense Civilian Personnel Database System
FMSA – Force Management Support Agency
GCCS – Global Command and Control System
IDT – Inactive Deployment Training
ODT – Overseas Deployment Training
PBG – Program Budget Guidance (Civilian Authorizations)
RC – Reserve Components (US Army Reserve and Army Guard)
SAMAS – Structure and Manpower Allocation System
SIDPERS – Standard Installation/Division Personnel System
SORTS – Status of Resources and Training System
TAP-DB – Total Army Personnel Database
TAADS – The Army Authorization Documents System
TRADOC (IET) – Training Document (Initial Entry Training)
USACE – US Army Corps of Engineers
USAR – US Army Reserve

Army Units – Data Sources

- **SAMAS – Structure And Manpower Allocation System (G3 FMSA) (Annual)**
  - Top level Army Force Structure database
  - Force File – Military Authorizations and Home Station
  - PBG – Civilian Authorizations

- **TAADS – The Army Authorization Documents System (G3 FMSA) (Annual)**
  - MTOE
  - TDA AUG
  - TDA
    - Non-Additive Authorizations

- **SORTS – Status of Resources and Training System (G3 CCSA) (Monthly)**
  - Registers all official UICs in DoD
  - Registers Home Station information

- **Field Input for Army Units (IMA Garrisons and Regions) (Annual)**
  - Fine Tunes Stationing
  - Identifies Undocumented Derivatives

Army Units – Data Sources – Special Situations

- **RC SIDPERS (Monthly)**
  - Gives Derivative Level Information for RC MTOE units
  - Shows Stationing information for RC MTOE units

- **TAADS (Annual)**
  - Non-Additive Authorizations
  - USAR Full-Time Support (FTS)

- **ARNG Manning Databases (Monthly)**
  - ARNG Full-Time Support (FTS)
  - DCPDS – Full-Time Support Technicians
  - ARNG Active Guard / Reserve (AGR)

- **USAR Manning Databases (Monthly)**
  - USAR Active Guard / Reserve (AGR)

- **USACE Manning Documents (Annual)**
  - USACE Civil Works Authorizations

Student Loads – Data Sources

- **ATRRS Army Schools (Monthly)**
  - PCS Students
  - TDY Students
  - 50 Week Average Student Load

- **ATRRS TRADOC Initial Entry Training (IET) (Annual)**
  - Basic Training (BT)
  - Advanced Individual Training (AIT)
  - One Station Unit Training (OSUT)
  - Special Calculations for TRADOC IET Schools depict peak loads*

* In 2005 ASIP, this may change to averages loads in the General Purpose ASIP report based on OACSIM policy

Non-Army Tenants – Data Sources

DoD Agencies	Field Input, Manning Documents (Annual)
KATUSA	KATUSA Manning Documents, Field Input (Annual)
Other Services	Field Input, Manning Documents
Contractors	Field Input
Non-Appropriated Fund (NAF)	Field Input
AAFES	Field Input, AAFES Manning Documents (Annual)
State & Local Government	Field Input
Other US Government	Field Input
Private Organizations	Field Input
Commercial Activities	Field Input
All Others	Field Input

RC Training (Below the line) – Data Sources

- **Training Evaluation and Support System (TESS)**
  - **USAR Annual Training (AT) Events**

- **Unit Training System (UTS)***
  - **Future source for USAR AT and Individual Deployment Training (IDT) Events**

- **Training, Readiness & Operations, Unit Planning, Execution, & Resourcing System (TROUPERS)**
  - **Source for ARNG AT and IDT Events**

- **Algorithm for ASIP**
  - **2005 Represented average of three peak weeks of Annual Training**

* Being developed as a data source

Other Surrounding Population (Below the Line) – Data Sources

- **Defense Enrollment Eligibility Reporting System (DEERS) (Annual)**
  - **Population categorized by…**
    - **Army, Navy, Air Force, Marines, Coast Guard, Other Uniformed Services**
    - **Sponsor or Dependent**
    - **Military or Civilian**
    - **Grouped by Zip Code or APO**

- **ASIP Calculations**
  - **CONUS (All US States)**
    - **All zip codes within a 40 mile radius**
    - **Nearest Neighbor Calculation performed for all Installations less than 40 miles apart**
    - **All Official Army Bases and Other Service Installations Considered**
  - **OCONUS**
    - **All APOs attributed are attributed to installations**
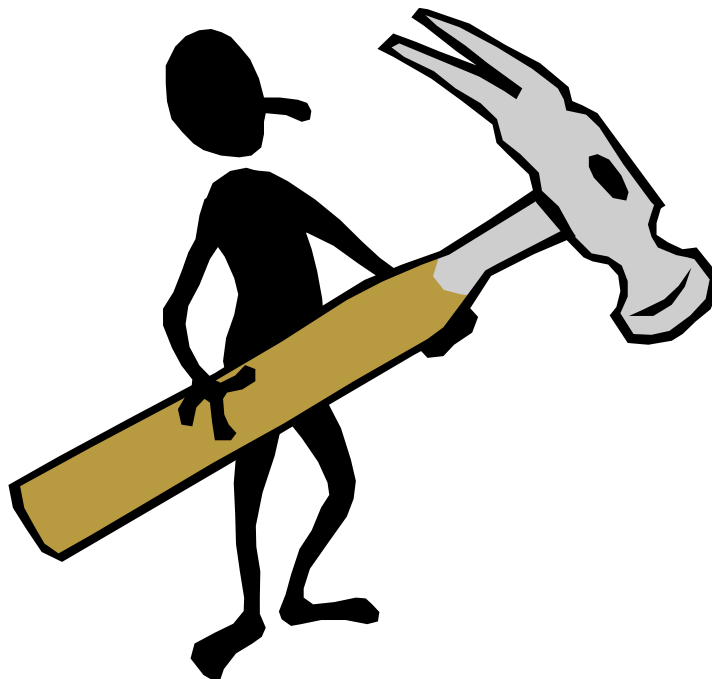
Where can I find ASIP Information?

asip.hqda.pentagon.mil

How is the ASIP Maintained?

The ASIP Annual Cycle

JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC

Process Interim ASIP

Distribute Semi-Annual ASIP to RPLANS

Monthly ASIP updates (7) available to OACSIM Planners

Process 1st edit Baseline

Field Input

Pre-Force Lock edits focus on TOTA

Army Force Structure Lock

Process 2nd edit Baseline

2nd Edit Baseline Available

Field Input

Post-Force Lock edits focus on Army Units

Prepare ASIP lock

Distribute Locked ASIP to RPLANS/Field

Data Support to OACSIM Systems

ASIP IMA Region Training

35

ASIP Update Process

HQDA ACSIM

Obtain Source Information

- SAMAS
- PBG
- TAADS
- ATRRS
- SORTS
- SIDPERS

Data Integration ①

ASIP Data Enterprise

Data Integration ④

HQDA Field Input Validation & Approval Lock

ASIP Web Application

Change Data

Approved Changes

Edit Baseline Data

HQ IMA Oversight of Editing

Installation Surveys Tenants, Reviews Edit Baseline & Creates Change Records Online

Region reviews & Approves Change Records Online

ASIP Web Application

Change Records ②

③ ASIP Web Application

IMA Installation

IMA Region

Supervisors and Subordinate Editors

HQDA ACSIM

OACSIM

Policy
Oversight
Program Management

ASIP Team

HQ IMA

Execution

Implementation

Approved Changes

IMA Installation

Saved Changes → POC

Saved Changes →

Change Records →

IMA Region

Saved Changes

MACOMs

FORSCOM

TRADOC

AMC

etc...

Where do I go for help?

ASIP Points of Contact

IMA REGIONS

Europe: 011-49-6221-57-8632

Online Screen Help

Screen Help:

Here's a list of basic procedures that will help you get started.

Selecting the desired ASIP Application:

Click the tabs at the top of the Menu Page to select the application you want to use. The options are described below.

- **Query the Current Official ASIP:** This tab (ASIP) gives you the standard set of tools and reports needed to query the indicated Fiscal Year's ASIP report.
- **Edit ASIP data:** The tab (Edit ASIP) will only be visible if you are a designated editor. It takes you to the tools you need to edit the units on a location in the ASIP.
- **Historical ASIP data:** This tab (Historical ASIP) gives you the tools you need to compare and query historical ASIP data.
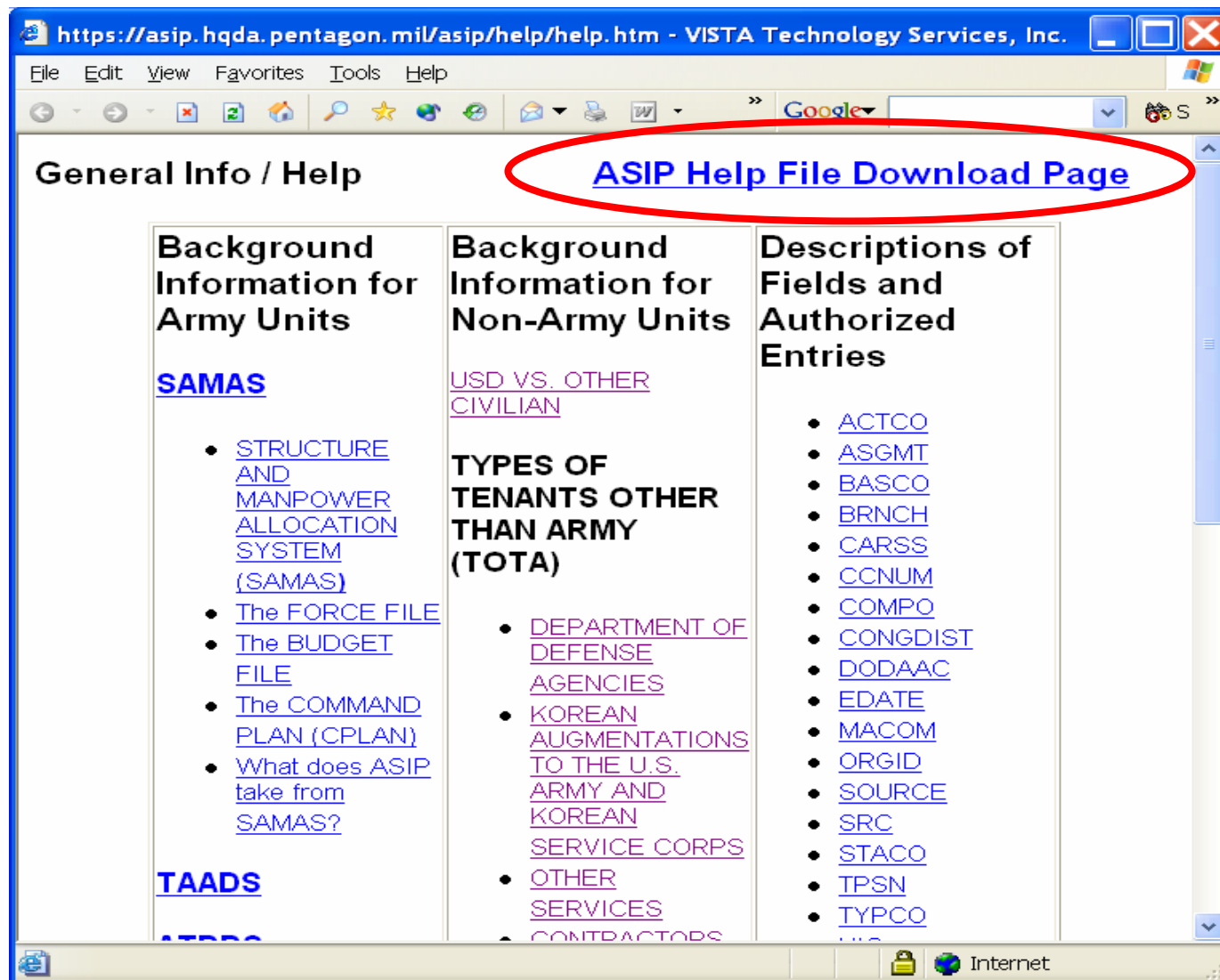
Using the five Query Methods:

2005 ASIP Training for IMA by James Hughes (703) 561-4079 james.hughes@vistatsi.com

Online General Info / Help

2005 ASIP Training for IMA by James Hughes (703) 561-4079 james.hughes@vistatsi.com

ASIP Help File Download Page

https://asip.hqda.pentagon.mil - Download Page - Mi...

File Edit View Favorites Tools Help

Back | Search | Favorites

Help and Tips for the Second Edit Window

Create a Report of All Tenants in Your Edit Domain

Installations and POCs

2004 ASIP Update Guidance for the First Edit Window

ASIP Survey Materials

Strategies and Tips

Example of Army Survey Sheet

Example of Non-Army Survey Sheet

Example of Survey Spreadsheet - Units and Transient Info

User's Manual

ASIP User's Manual

ASIP Training Materials

2004 ASIP Training

ASIP 102 - Editing ASIP data

ASIP Training Materials - ARNG only

ASIP 101 - General Overview (ARNG)

Done   Internet

2005 ASIP Training for IMA by James Hughes (703) 561-4079 james.hughes@vistatsi.com

Annual Edit Guidance

2005 ASIP Training for IMA by James Hughes (703) 561-4079 james.hughes@vistatsi.com

A Year in the Life of the ASIP POC
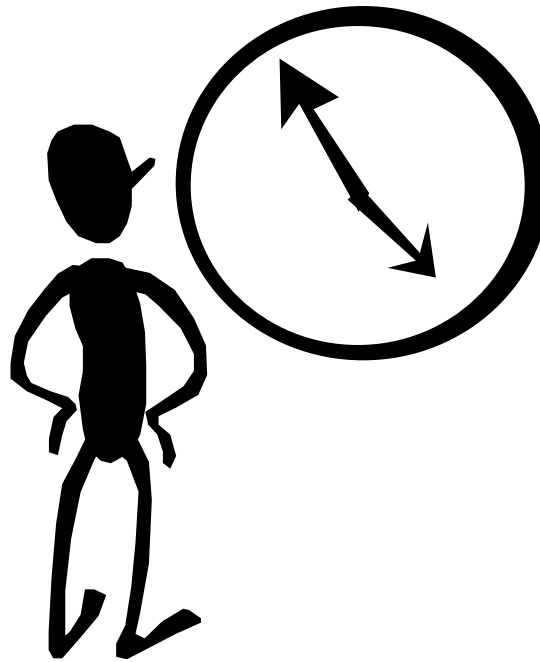
The ASIP Annual Cycle

BEFORE ──────▶ DURING ────────────────────▶ AFTER ──────────────▶

JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC

Process Interim ASIP

Distribute Semi-Annual ASIP to RPLANS

Monthly ASIP updates (7) available to OACSIM Planners

Process 1st edit Baseline

Field Input

Pre-Force Lock edits focus on TOTA

Army Force Structure Lock

Process 2nd edit Baseline

2nd Edit Baseline Available

Field Input

Post-Force Lock edits focus on Army Units

Prepare ASIP lock

Distribute Locked ASIP to RPLANS/Field

Data Support to OACSIM Systems

ASIP User Assistance

ASIP IMA Region Training

Year-round Tasks

2005 ASIP Training for IMA by James Hughes (703) 561-4079 james.hughes@vistatsi.com

Year-round Tasks

1. **Maintain ASIP POCs**

2. **Monitor Unit Actions**

3. **Monitor Other Systems**

4. **Keep an ASIP update file**

Maintain ASIP POCs and Users

- **Re-Designate an ASIP POC when existing POC leaves or as duties are re-assigned**

- **Alert IMA Region POCs of any changes in duties**

- **Alert the ASIP Team**

- **Cross-train Responsibilities**

- **Identify and register new users**

- **Consistency is the key**

Monitor Unit Actions

- **Stationing Actions**
    - **Units arriving on post**
    - **Units leaving post**
    - **AR 5-10 Stationing Actions**
        - **Pending Action List - example**

- **Force Structure Actions**
    - **Changes in unit strength**

- **Changes in ATRRS Schools**

- **Gather data on transient events**

- **Will submit data via spreadsheet in 2005**

Monitor Other Systems - Coordinate

- **SAMAS / TAADS / SORTS –** Find contacts for MACOMs, IMA

- **IFS –** Review UIC assignments to facility records in IFS. Share with ISR inspectors

- **RPLANS –** Review edited requirements in RPLANS

- **SBC –** Learn about how ASIP populations are used in SBC Pacing Measure Algorythms

- **ISR –** have inspectors capture unit data. Share with IFS and ASIP

Keep an ASIP update file

- **ASIP Updates cannot be done out of cycle**

- **Keep notes regarding Unit Actions**

- **Keep notes regarding Other System Issues**
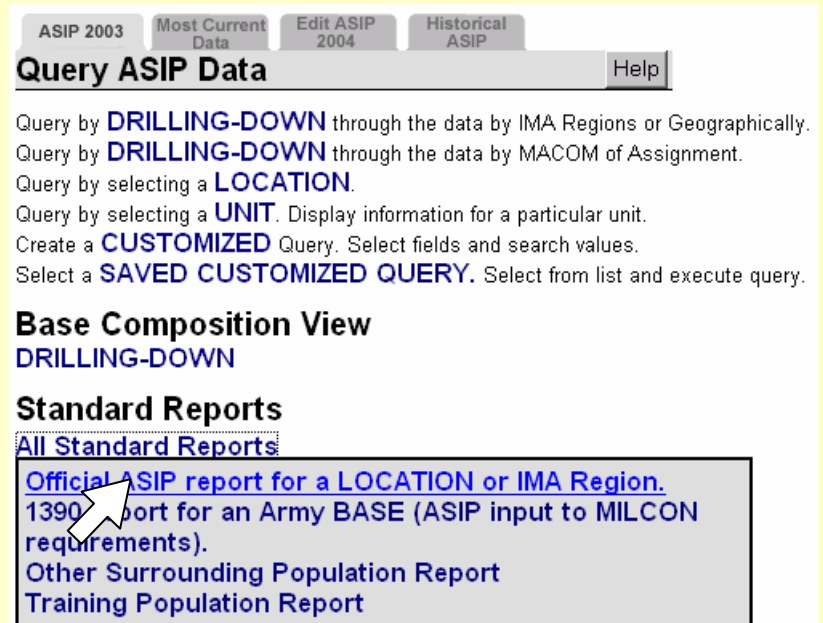
- **Gather data on Transient activities**

Preparing for the Edit Cycle

Print the ASIP report

- Prior to the Edit window, print the locked ASIP report (below)

- When the edit window is open print the most current ASIP report from the Edit Tab (as shown in the online help for the Edit Tab

Survey your installation

TIPS

- **Request survey information using the major tenant's chain of command**

- **Use data from previous surveys as a baseline**

- **Combine survey efforts with collection and verification of RPI and ISR data**

- **Collect unit/organization POC information to make subsequent surveys easier (Use the UNIT POC button)**

- **Use email wherever possible**

- **Talk to the right person**
    - **Familiarity with MTOE or TDA is key**

Sources of Information

- **Installation Organization Chart**
- **Phone Books**
- **Contracting Office**
- **MP's**
- **Safety office**
- **Fire Marshal**
- **ISR Point of Contact**
- **IFS Point of Contact**
- **Contact lists**
    - **New ASIP contact feature**
- **Mission Tenants' chains of command**
- **KATUSA database**
- **Previous Surveys**
- **etc...**

Survey Spreadsheets

- **Separate MTOEs, TDAs, and Non-Army tenants on spreadsheet**

- **Contractors**
  - **Query Army units and Non-Army tenants for contractor data**
  - **Local contract offices will not have all contract data**

- **Collect transient information separately**

- **Non-Army tenants should be your priority, especially during the first edit window**

- **Send out electronically and use the tenant chain of command**

- **Make unit an annual reporting requirement for tenants**

Transient Information

- **AC Transient Unit Training**
  - **Field Training Exercises, Evaluations, ranges**
  - **Major Exercises**
  - **Training Center Rotations**
  - **Data may come from RFMSS in the future**

- **RC Training (provide a sanity check for official sources)**
  - **Annual Training (AT)**
  - **Inactive Deployment Training (IDT)**
  - **Overseas Deployment Training (ODT)**
  - **Data comes from TESS, TROUPERS, and UTS**

- **Army Schools (provide a sanity check for official sources)**
  - **Data comes from ATRRS**

Tasks during the Edit Cycle
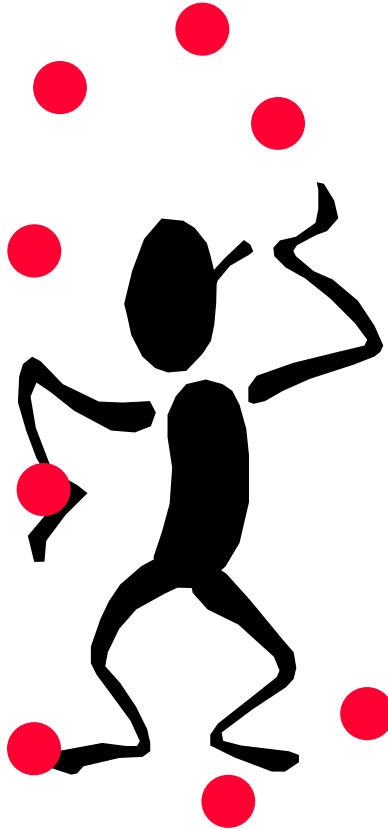
First Edit Cycle

- **Approximately 1 April through 15 June**

- **Emphasis**
  - **Non-Army Tenants**
    - **Create, delete, and edit tenant units / organizations**
  - **Make sure Army Units are at the correct installation**
  - **Create and Maintain undocumented derivatives of Army units**
  - **Provide transient information to the ASIP team via spreadsheet**

The Army Force Structure Lock

- **SAMAS**
  - **Covers the entire POM period**
  - **Military and Civilian end strength**
  - **Unit description data**
  - **Stationing data**

- **TAADS**
  - **New MTOEs and TDAs are added**
  - **New derivatives are identified**
  - **Old derivatives are removed**

- **SORTS**
  - **New derivative level stationing data is available**

- **Other sources**
  - **SIDPERS, ATRRS, Field input, USACE**

Second Edit Cycle

- **Occurs after the Army Force Structure Lock**
  - **Approximately 15 July through 15 August**

- **Emphasis**
  - **Double check work done in 1st edit cycle**
  - **Enter new data that has surfaced since the 1st edit cycle**
  - **Make sure the Force Lock has not moved Army units**
  - **Check undocumented derivatives**
    - **Often these undocumented derivatives have become documented and may constitute a double count**
  - **Conduct a sanity check on the end strengths of Army units and derivatives**

Manage Subordinate Editors

New Functionality in the ASIP system in 2004

- **Allows ASIP POCs to designate subordinate editors and supervisors**

- **Subordinate editors**
  - **Can SAVE changes but cannot SUBMIT changes**
  - **Can view all edit data for the installation**

- **Supervisors (or key individuals)**
  - **Can view all edit data for the installation**
  - **Cannot create changes**

Supervisors and Subordinate Editors

HQDA ACSIM

OACSIM — Policy Oversight Program Management

ASIP Team

HQ IMA — Execution Implementation

Approved Changes

MACOMs

FORSCOM

TRADOC

AMC

etc...

Saved Changes

Change Records

Saved Changes

IMA Installation

IMA Region
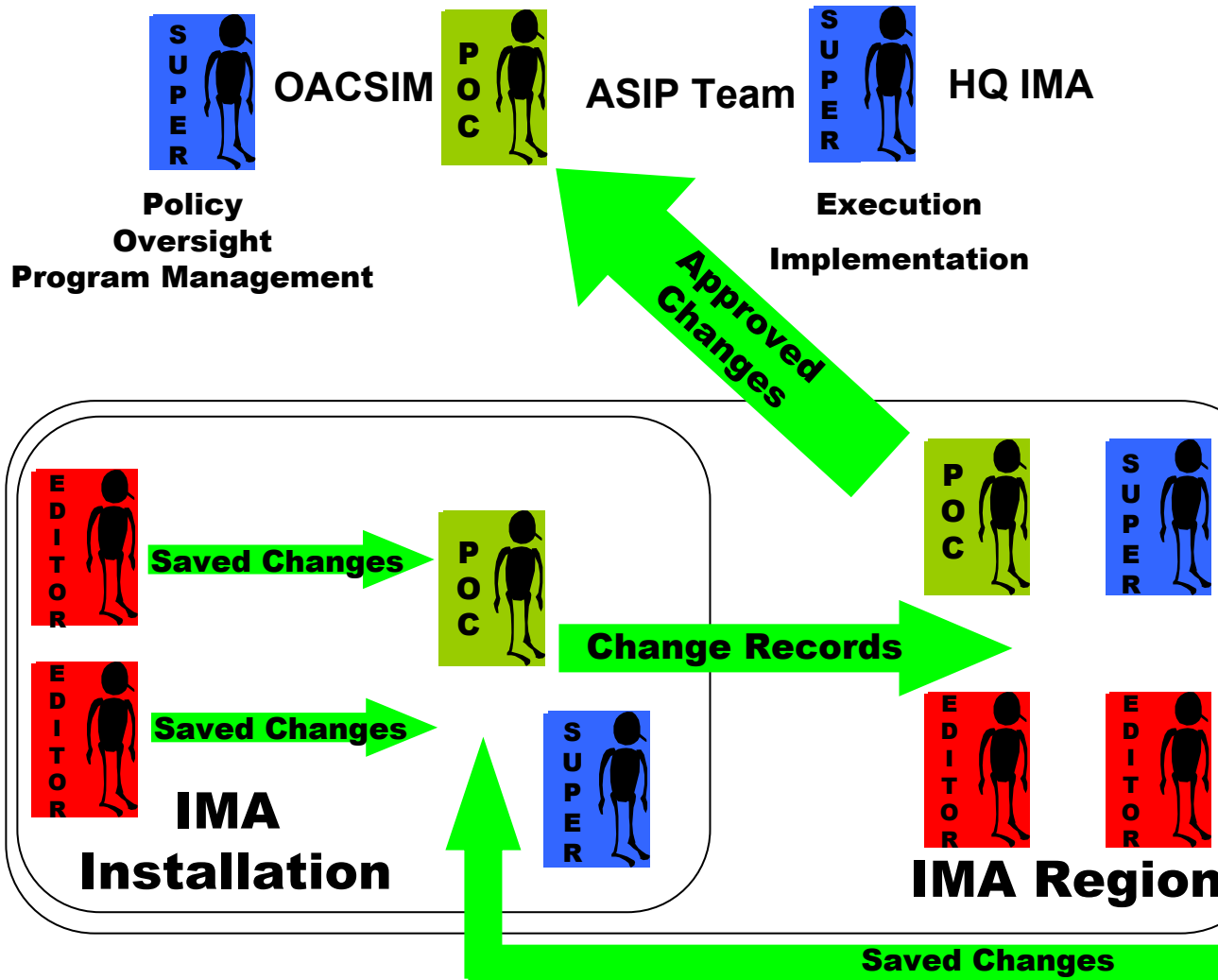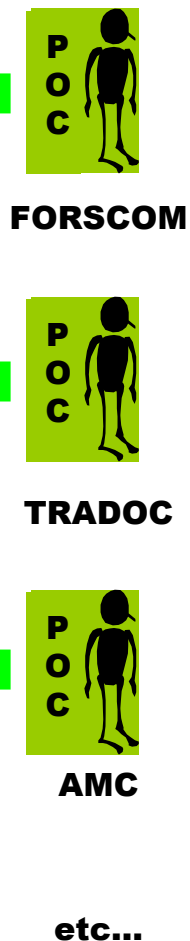
Print the DELTA Report

- **The DELTA Report**
  - **Shows all changes to any units in your domain**
  - **Can compare multiple ASIP positions**
    - **Edit Baseline plus any submitted changes to the previous year's locked ASIP**
    - **Edit Baseline plus any submitted changes to the previous edit cycle's endpoint**

- **The DELTA Report is NOT a certification requirement**

Manage your work

Tools are available in the ASIP Web Application to help you manage your editing tasks

- Edit Summary Tool

- The Reviewed checkbox

- Filtering units for Reviewed status

Add, Edit, and Delete Non-Army Tenants

- **Find instructions in Online Help, the ASIP Users Manual, and the ASIP 102 Editing presentation**

- **Demonstration**

Move Army Units

- **Find instructions in Online Help, the ASIP Users Manual, and the ASIP 102 Editing presentation**

- **Demonstration**

Add, Edit, and Delete Army Undocumented Derivatives

- **Find instructions in Online Help, the ASIP Users Manual, and the ASIP 102 Editing presentation**

- **Demonstration**

Editing Army Units

- **ASIP must maintain consistency with the Army Force Structure**
  - **ASIP cannot create or delete authorizations**

- **What can you do?**
  - **Move units to the correct location**
  - **Edit TAADS Derivative outyear strengths**
  - **Create, Edit, and Delete undocumented derivatives**

TIPS

- **Always look at the <u>SOURCE</u> field**

- **Use the Parent / Child view (P/C button)**

Editing Non-Army Units

- **Account for population correctly**
  - **Full-Time Equivalent**
  - **Single Shift Equivalent**

- **Reserve / Air National Guard part-time elements**
  - **Credit for 1/10 drilling population**

Track Changes

- **As you submit changes, periodically check the Status of Submissions tool**

- **This tool shows**
  - **All changes you have submitted**
  - **Any changes submitted in your domain by other editors**
  - **All approval actions that have been taken on all changes in your domain**
  - **All notes that have been entered for all changes in your domain**

Approval at IMA Regions

- **Approvals**
  - **Demonstration**

- **Declines**
  - **The Declined Change Message**
    - **Always read the note**

- **Conflicts**
  - **When more than one editor has edited and submitted changes to the same unit**
  - **When more than one change record account for more than the total strength of the unit**

Processing at HQDA

- **What checks are made?**

- **When does HQDA reject a change record?**
    - **When the change has already been entered**
    - **When the change is overcome by events**
    - **At the request of IMA Regions and Installations**
    - **To resolve conflicts**
    - **When source data cannot be overridden**
    - **When the change must be entered in a different way**

- **What can editors do to help?**
    - **Write useful notes**
    - **Read Decline messages carefully**
    - **Allow enough time to react**

Special Situations

- **Overhires**
  - **Report Full-Time Equivalent**
  - **Report as Tenants Other Than Army**
    - **read "Tenants Other Than Army Authorizations"**

- **KATUSA / KSC**
  - **Obtain source information from respective organizations**

- **Other Surrounding Population**
  - **Review processes**
  - **OCONUS – Review APO – Installation crosswalk**

- **RC Training**
  - **Review Processes**
  - **Review previous year's numbers**

Provide Transient Information to the ASIP Team

- **2005 Edit cycle**
  - **Provide data on spreadsheet via email**

- **Future Edit cycles**
  - **Review source data and provide additional information in the Transient Training Module**

Certification
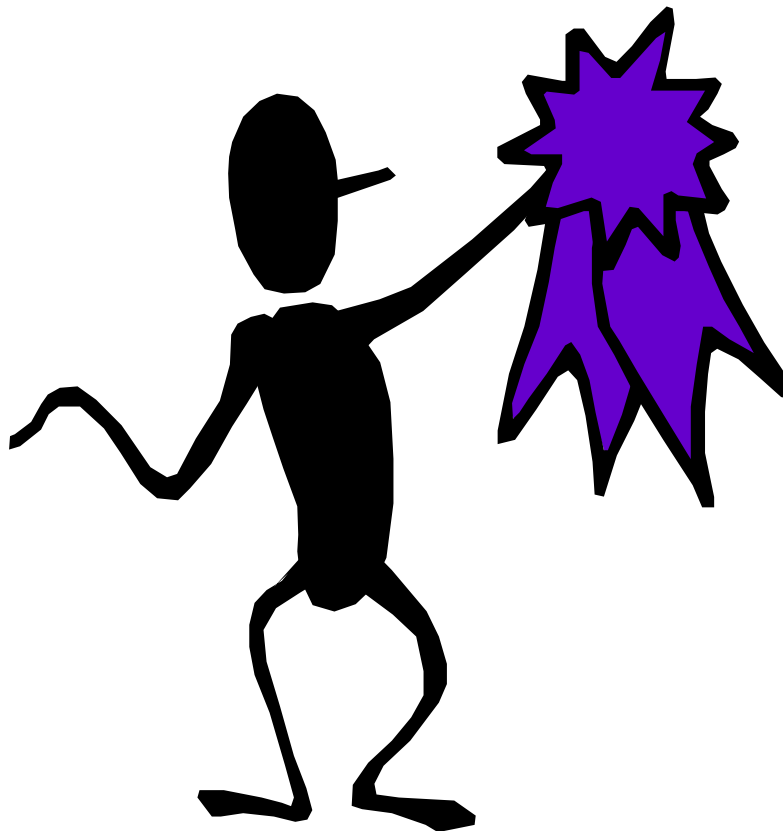
Certification Concept

- **2005 Certification**
  - **Driven by desire to improve data quality**
  - **Command Emphasis**
  - **2003 ASIP data will be used in BRAC processes**
  - **Data quality is key**
  - **Participation is always important**

Certification Memo from 2003

DEPARTMENT OF THE ARMY
ASSISTANT CHIEF OF STAFF FOR INSTALLATION MANAGEMENT
600 ARMY PENTAGON
WASHINGTON, DC 20310-0600

S: 15 Aug 03
S: 30 Sep 03

DAIM-ZA

2 6 JUN 2003

MEMORANDUM FOR Director, Headquarters Installation Management Agency, ATTN: SFIM-PL, 2511 Jefferson Davis Highway, Arlington, VA 22202-3926

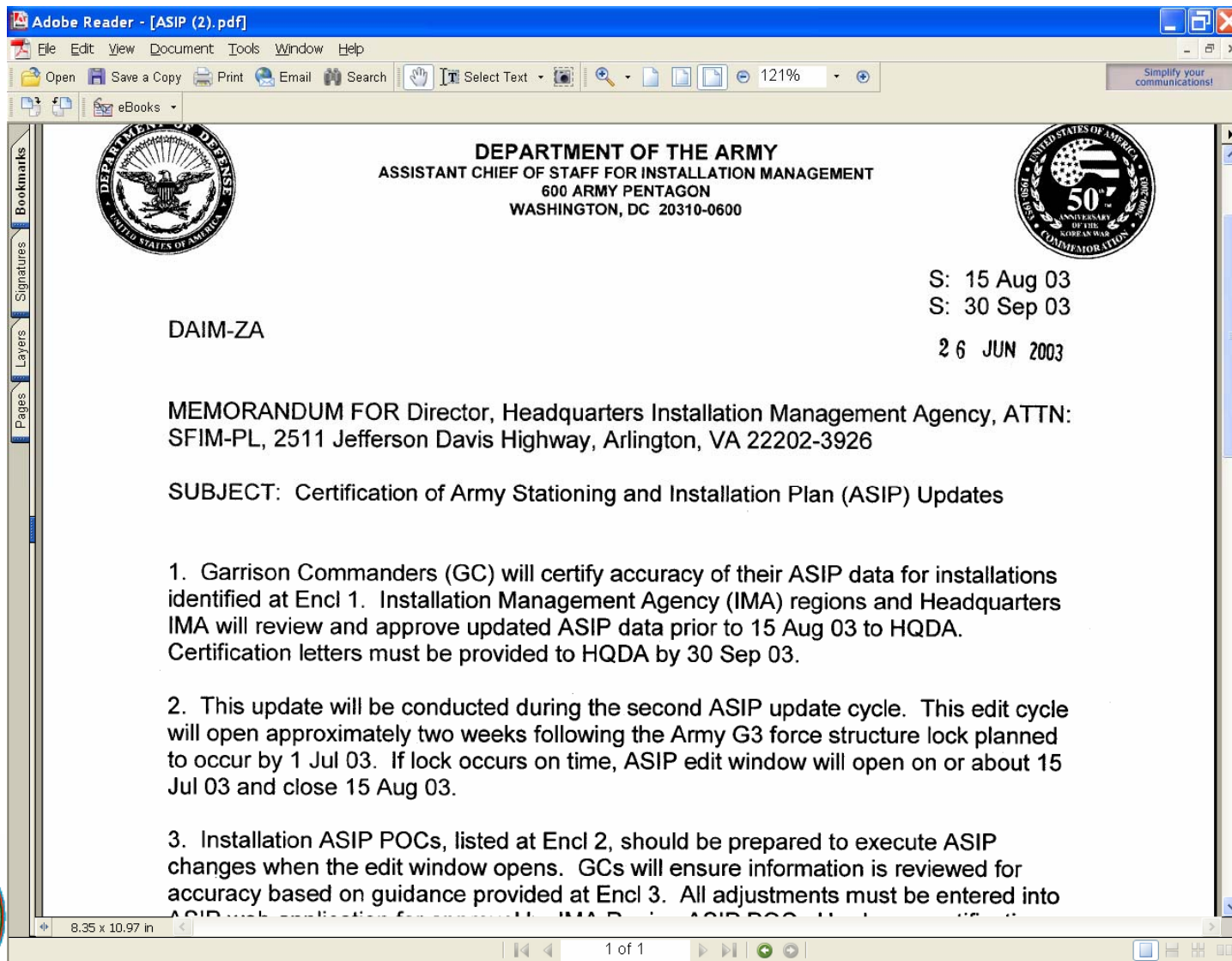SUBJECT: Certification of Army Stationing and Installation Plan (ASIP) Updates

1. Garrison Commanders (GC) will certify accuracy of their ASIP data for installations identified at Encl 1. Installation Management Agency (IMA) regions and Headquarters IMA will review and approve updated ASIP data prior to 15 Aug 03 to HQDA. Certification letters must be provided to HQDA by 30 Sep 03.

2. This update will be conducted during the second ASIP update cycle. This edit cycle will open approximately two weeks following the Army G3 force structure lock planned to occur by 1 Jul 03. If lock occurs on time, ASIP edit window will open on or about 15 Jul 03 and close 15 Aug 03.

3. Installation ASIP POCs, listed at Encl 2, should be prepared to execute ASIP changes when the edit window opens. GCs will ensure information is reviewed for accuracy based on guidance provided at Encl 3. All adjustments must be entered into

2005 ASIP Training for IMA by James Hughes (703) 561-4079 james.hughes@vistatsi.com

Certification Memo from 2003

3. Installation ASIP POCs, listed at Encl 2, should be prepared to execute ASIP changes when the edit window opens. GCs will ensure information is reviewed for accuracy based on guidance provided at Encl 3. All adjustments must be entered into ASIP web application for approval by IMA Region ASIP POC. Hardcopy certifications by GC will be provided to IMA Region Directors. IMA Region Director will provide endorsement to Headquarters IMA for HQDA. A certification memorandum example is provided at Encl 4.

4. Approved ASIP update will be provided to installation Real Property Planning and Analysis System (RPLANS) POC to edit requirements accordingly. An RPLANS update memo will be forthcoming.

5. POC for this action is Linda Smith, (703) 692-9222, linda.smith@hqda.army.mil.

As we move into BRAC there will be audits of our data. It is very important we have a clean audit.

LARRY J. LUST
Major General, GS
Assistant Chief of Staff
for Installation Management

Printed on Recycled Paper

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Certification Processes from 2003

- Conducted during 2nd Edit Cycle
  - 15 August suspense

- Installations
  - Review ASIP
  - Input changes
  - Prepare Certification letter
    - Discuss Installation specific issues

- IMA Regions
  - Collect Installation Certifications
  - Send to HQ IMA with cover letter

After the ASIP Lock
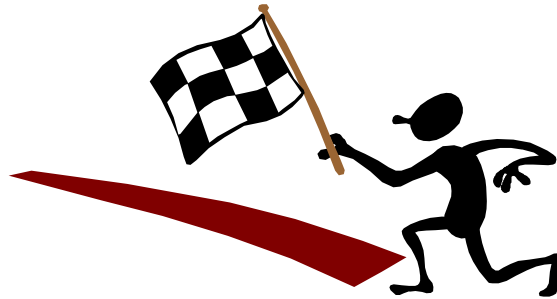
How Does ASIP Data get to other OACSIM Systems?

- **IFS/EIS**

- **RPLANS**

- **ISR <u>Infrastructure</u>**

- **ISR <u>Services/SBC</u>**

- **1390 Processor**

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ASIP Data in RPLANS

- **ASIP Lock (September 18 & March 15)**
  - **File is provided to RPLANS Team**
  - **Data is available with December update of RPLANS**
  - **Data is also available during the summer update of RPLANS**

- **IFS Allows obsolete UICs to be registered against facility records**
  - **RPLANS has a specific report that addresses this**
  - **"UIC not in ASIP" error is caused by this situation**

- **RPLANS creates Major Units data from ASIP data**

ASIP Data in IFS

- **UIC and unit description data is provided to IFS upon ASIP lock (September 18 & March 15)**
  - **UIC data is appended to existing UIC data**
  - **UIC data is available with the next database update (January)**
  - **Obsolete UICs are <u>not</u> purged from database**
    - **Obsolete UICs can remain against facility records**
      - **Causes problems in RPLANS**
      - **RPLANS generates a specific report detailing the problem**

ASIP Data in EIS

- **ASIP data is provided to EIS upon ASIP lock (September 18)**

- **EIS only displays Full-Time ASIP data**
  - **Compo 1 and Z (Active and Non-Army) are displayed**
  - **Compo 2 and 3 are discarded**
  - **This is not readily apparent in the interface**

ASIP Data in ISR

- **ASIP data in ISR <u>Infrastructure</u> comes from RPLANS**

- **Population data**
  - **Compo 2 and 3 discarded**

- **UICs against facility records**
  - **Same inherent problems as in RPLANS**
  - **EIS allows obsolete UIC data to remain against facility records**

ASIP Data in ISR / SBC

- **ASIP data from the annual lock is provided to ISR <u>Services</u> / SBC in the November timeframe**
  - **Data is available in the command viewer in January**

- **ASIP Unit Data (above the line)**
  - **provided by Compo and Typco**
  - **Summed at the Base level**
  - **Off/WO/Enl/USD/Other Civilian detail**

- **ASIP Other Surrounding Population and RC Training Data**
  - **Provided as shown in the ASIP report**
  - **One number per category per Base**

ASIP Data in the 1390 Processor

- **ASIP data is provided to 1390 Processor in October**

- **Data is available in the system upon next update**
  - **January Timeframe**

- **Data is used to justify Military Construction (MILCON) projects to Congress**

Timeline for ASIP Data in other Systems

| Systems	Received by	Posted on Web
• RPLANS	September 18 & *March 15*	December *???*
• IFS/EIS	September 18	January
• ISR	November	January
• 1390 Processor	October & *March 15*	January *???*

Historical ASIP Data

- 1994 through 2004 data is available online

- Characteristics of the Historical data set
  - Some normalization of data has been accomplished
  - IMA relationships have been projected into the past
  - MACOM ownership relationships have been projected to present day
  - Coding is not always consistent with present usages
    - Example DLA is coded ASGMT = 'DL' in present
    - Prior to 2000 DLA was coded ASGMT 'DF'

Other Issues
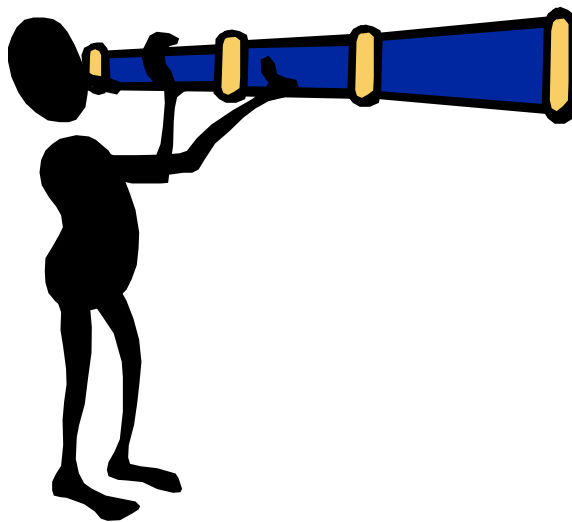
Transient Training – Examples

- **Training Center Rotations**
- **Field Exercises**
- **Major / Named Exercises**
- **ATRRS Schools**
  - **Initial Entry Training***
  - **Service Schools***
  - **PCS or TDY training***
- **Reserve Component Training**
  - **Annual Training***
  - **Inactive Duty Training**
  - **Overseas Deployment Training**
- **Non Army Training**
  - **Other Military Services**
  - **Other Government Agencies**
  - **Non-Government Events**
    - ***** Currently captured in ASIP from official sources**

Transient Situations in ASIP
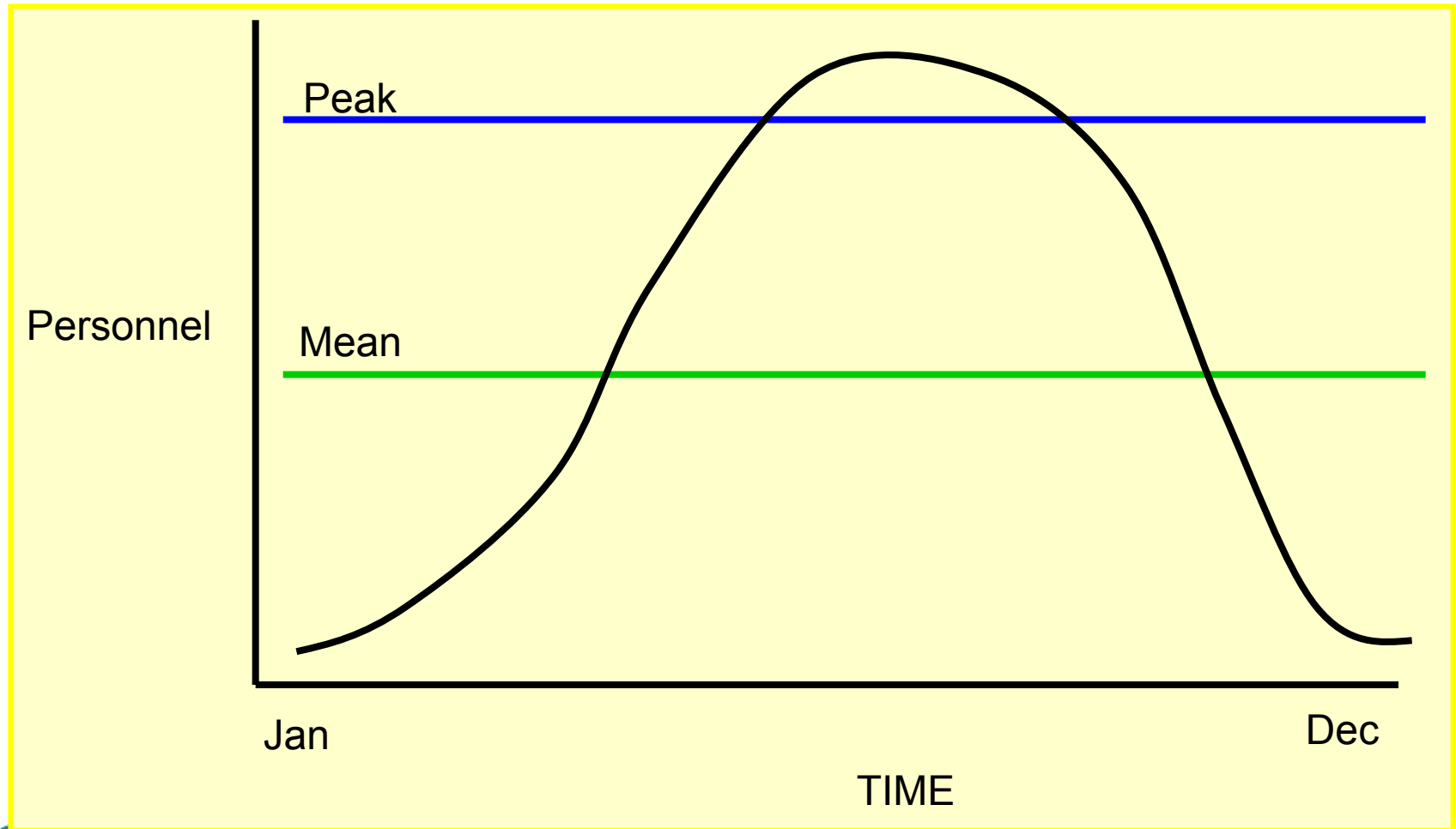
Transient Situations in ASIP
-Current Rules-

- Peak Calculations
  - RC Training
  - ATRRS Billet Loads

- Mean Calculations
  - ATC Rotations
  - ATRRS Student Loads
  - AC Training not in ATRRS
  - Full-Time Equivalent
  - Single Shift Equivalent

Transient Situations in ASIP
-Future Processing Rules-

- Facilities Requirements → Peak Load

- Services/General Purpose → Mean Load

Transient Training - Solutions

Short Term:
- Calculate ARNG and USAR ADT and IDT loads from best sources
- Ensure RPLANS Algorithms generate appropriate Transient Training Facilities

Mid Term:
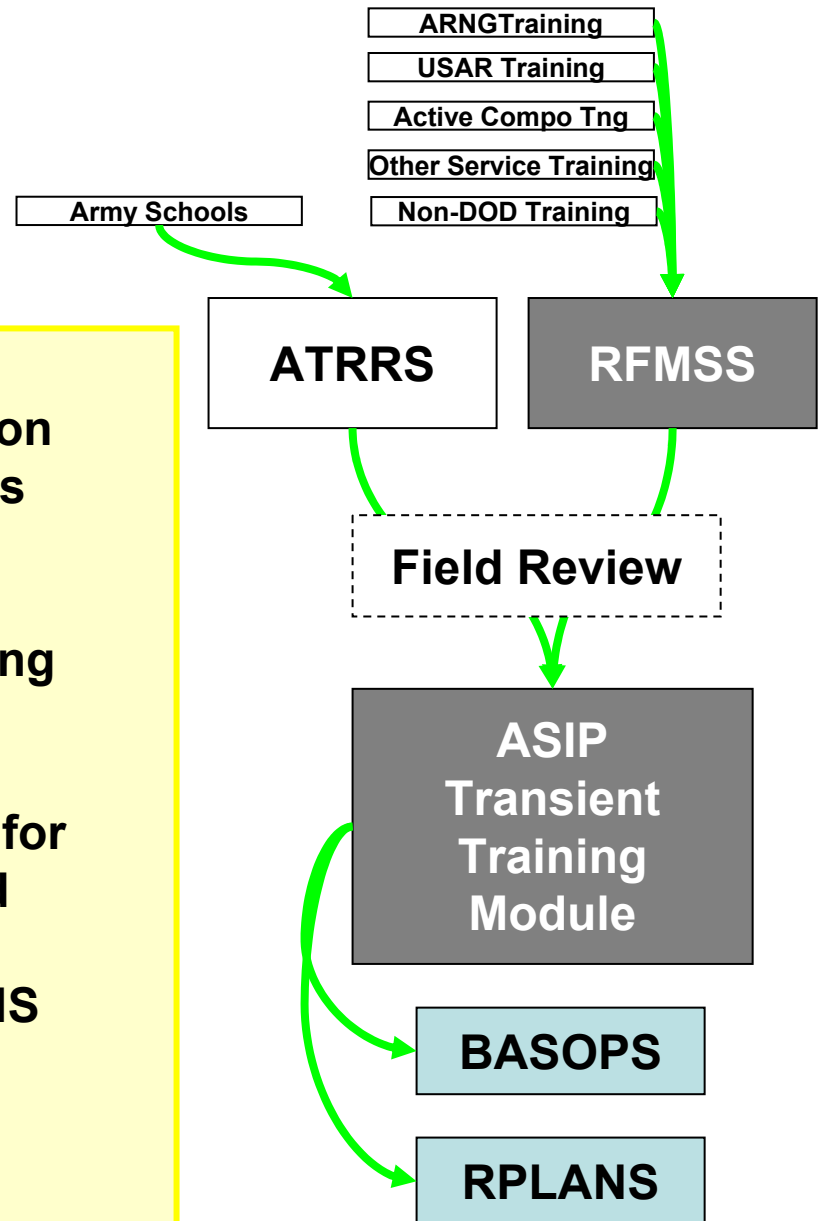- Increase visibility of training loads by assigning it a new TYPCO

Long Term
- Ensure G3 fixes major flaws in RFMSS
- Create an Army Transient Training Module in ASIP to generate load data appropriate to facilities requirements generation in RPLANS and BASOPS requirements generation in SBC
  - Capture all types of training events in one consolidated database

Transient Training – Army Transient Training Module

- **Leverage previous work**
- **Create a comprehensive, high resolution database of all transient training events**
- **Allow field validation of training on an installation**
- **Create query tools for Transient Training events and loads**
- **Outputs generated:**
  - **Generalized average training load for various training types to be placed "above the line" in ASIP**
  - **Tailored facilities loads for RPLANS**
  - **Tailored output for other systems/analysis**

ARNGTraining

USAR Training

Active Compo Tng

Other Service Training

Non-DOD Training

Army Schools

ATRRS

RFMSS

Field Review

ASIP Transient Training Module

BASOPS

RPLANS

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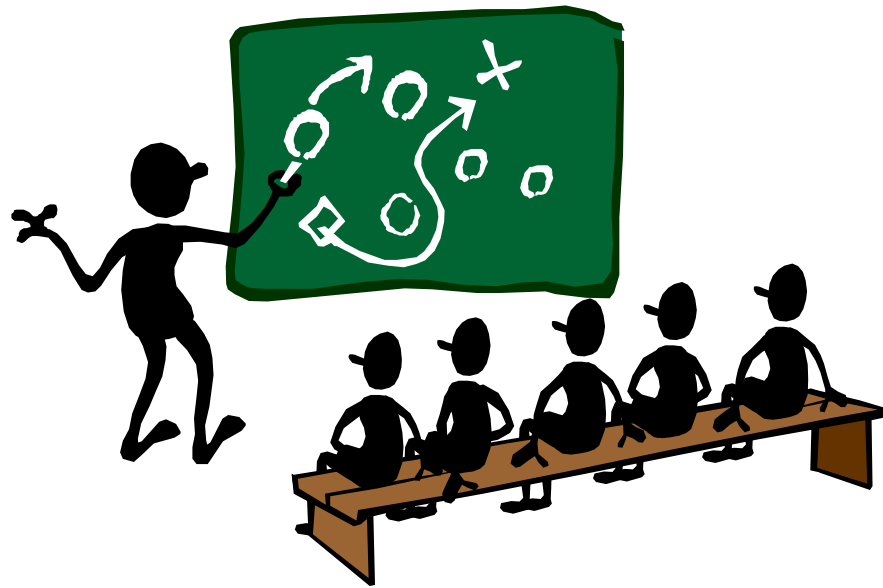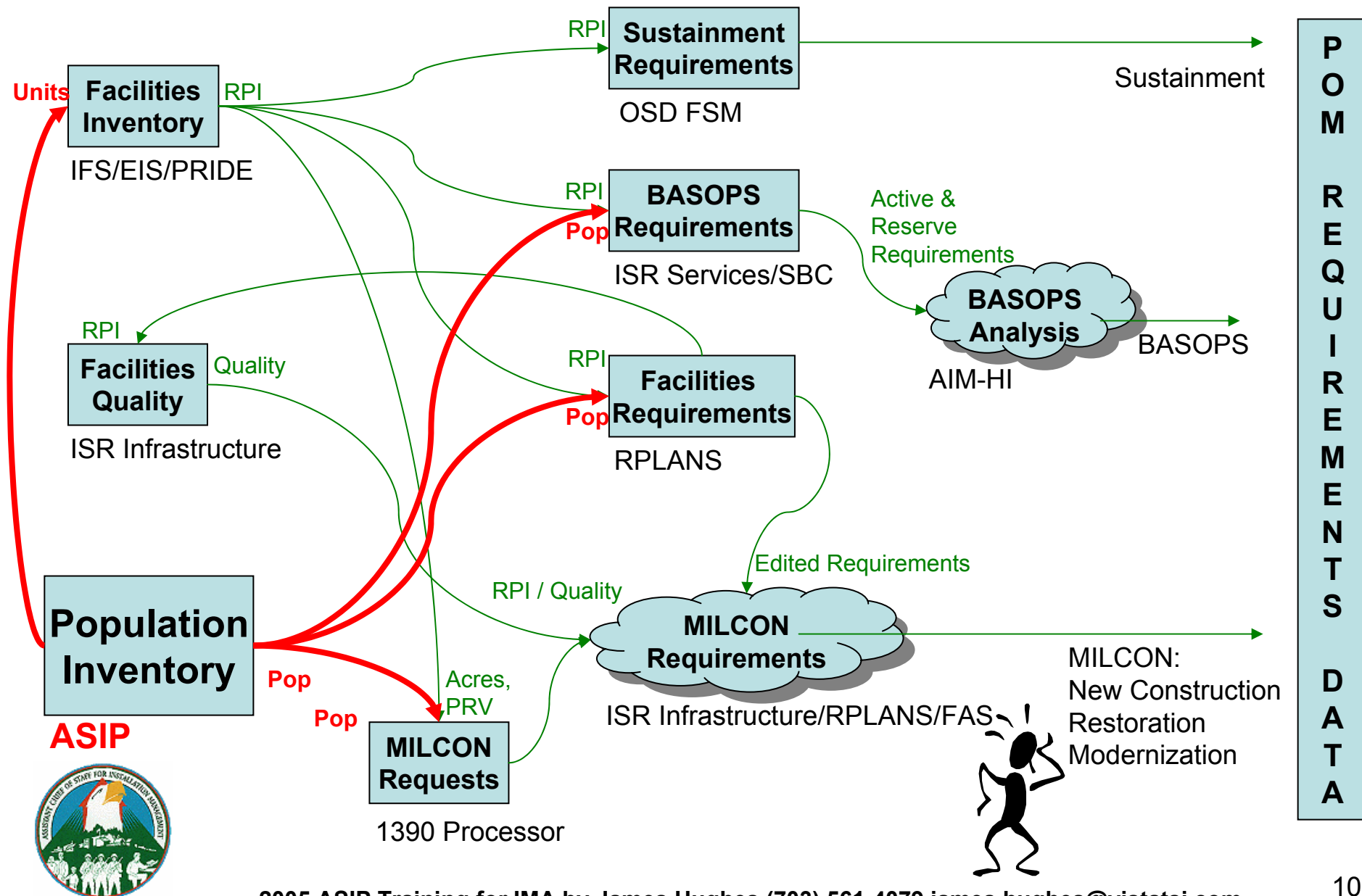
Transient Training Module for ASIP

- **Prototype data architecture and interface will be completed in April**

- **Offline data run will occur during this edit year**
  - **Data will not be passed into other ACSIM systems**

- **Data will be made available to field in 2005 edit cycle**

Recap

ASIP in the OACSIM Enterprise (Functional Chart)

Facilities Inventory
IFS/EIS/PRIDE

Units

RPI

RPI → **Sustainment Requirements**
OSD FSM
→ Sustainment

RPI
Pop → **BASOPS Requirements**
ISR Services/SBC
→ Active & Reserve Requirements → **BASOPS Analysis** AIM-HI → BASOPS

RPI → **Facilities Quality**
ISR Infrastructure

Quality

RPI
Pop → **Facilities Requirements**
RPLANS

Population Inventory
ASIP

Pop

Pop

Acres, PRV

RPI / Quality

Edited Requirements → **MILCON Requirements**
ISR Infrastructure/RPLANS/FAS
→ MILCON: New Construction Restoration Modernization

MILCON Requests
1390 Processor

P O M   R E Q U I R E M E N T S   D A T A

100

Hands-on Training